



Program: Fulbright-Hays Seminars Abroad
Seminar Title:
U.S. Dept of Education Contact:

Country:
Report Due Date:

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Project Information

Review and edit the project information and contact information for the project director. To change the name or email of your project director, contact your program officer for assistance.

* Required fields

Name:

Title:

Street:

Street 2:

City:

State:

Country:

Postal code:

Phone:

Fax:

Email:

Web address:

Home institution:

Project title:

World area:

Program officer: ()

These items are populated from your fellows' information.

■ Languages *

■ Countries *

■ Disciplines *

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International Education Programs Service
U.S. Department of Education
Office of Postsecondary Education
1990 K Street, N.W., Washington, DC 20006-8521
Phone: (202) 502-7700



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Administering Agency Projected Budget

For each category, enter the projected amount of funds that the administering agency plans to expend for the seminar abroad project.

* Required fields

Budget Category	Total
Personnel	
Staff Salaries	\$ <input type="text"/>
Postage	\$ <input type="text"/>
Printing and Copying	\$ <input type="text"/>
Other Related Expenses	\$ <input type="text"/>
Travel	
Domestic Travel	\$ <input type="text"/>
International Air Travel	\$ <input type="text"/>
Inter-Country and Inter-City Travel	\$ <input type="text"/>
Local Travel	\$ <input type="text"/>
Lodging	\$ <input type="text"/>
Other	
Visas	\$ <input type="text"/>
Per Diem	\$ <input type="text"/>
Escort(s) and Interpreter(s)	\$ <input type="text"/>
Honoraria and Lectures	\$ <input type="text"/>
Pre-Departure Orientation	\$ <input type="text"/>
In-Country Orientation	\$ <input type="text"/>
Curriculum Project Costs	\$ <input type="text"/>
Other <input type="text"/>	\$ <input type="text"/>
Total	\$ <input type="text"/>

Budget attachment: * Provide a detailed budget narrative with an explanation of each line item.

(Click the "Browse..." button to attach an electronic copy of the projected budget. When prompted, locate and select the budget file. Only one spreadsheet may be attached to this report. Uploading a document replaces the document previously attached.)

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Administering Agency Actual Budget

For each category, enter the amount of funds that the administering agency expended for the seminar abroad project.

* Required fields

Budget Category	Total
Personnel	
Staff Salaries	\$ <input type="text"/>
Postage	\$ <input type="text"/>
Printing and Copying	\$ <input type="text"/>
Other Related Expenses	\$ <input type="text"/>
Travel	
Domestic Travel	\$ <input type="text"/>
International Air Travel	\$ <input type="text"/>
Inter-Country and Inter-City Travel	\$ <input type="text"/>
Local Travel	\$ <input type="text"/>
Lodging	\$ <input type="text"/>
Other	
Visas	\$ <input type="text"/>
Per Diem	\$ <input type="text"/>
Escort(s) and Interpreter(s)	\$ <input type="text"/>
Honoraria and Lectures	\$ <input type="text"/>
Pre-Departure Orientation	\$ <input type="text"/>
In-Country Orientation	\$ <input type="text"/>
Curriculum Project Costs	\$ <input type="text"/>
Other <input type="text"/>	\$ <input type="text"/>
Total	\$ <input type="text"/>

Budget attachment: Provide a detailed budget narrative with an explanation of each line item.

(Click the "Browse..." button to attach an electronic copy of the actual budget. When prompted, locate and select the budget file. Only one spreadsheet may be attached to this report. Uploading a document replaces the document previously attached.)

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Orientation Evaluation

Rate the following aspects of the orientation to the program on a scale of excellent to very poor. You may enter comments below to clarify your ratings. This information will not be viewed by your project director.

* Required fields

Category	Rating					
	Excellent	Good	Fair	Poor	Very Poor	NA
1. Readings and other preparatory materials sent to you in advance of the program.	*	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
2. Readings and other preparatory materials recommended to you in advance of the program.	*	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
3. Information presented at orientation about the logistics of the program.	*	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
4. Information presented at orientation about the host country culture(s).	*	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
5. Language instruction, if applicable, at orientation.	*	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
6. Delivery of the information in the orientation, including pacing and appropriateness.	*	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
7. Cultural sensitivity of seminar coordinators.	*	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
8. Adequacy of preparation to make participants feel comfortable and ready to travel.	*	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

NA = Not Applicable

Comments: (limit 1,000 characters and spaces)

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Itinerary

Upload the in-country and international travel itinerary. Include international flight and travel information.

Upload a file with the itinerary in Word, Excel, Adobe PDF or HTML format.

[Browse...](#)

(Click the "Browse..." button to attach an electronic copy of the itinerary. When prompted, locate and select the itinerary file. Only one itinerary file may be attached to this report. Uploading a document replaces the one previously attached.)

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In-Country Experience Evaluation

Evaluate the in-country experience. Describe any exemplary activities and note areas for improvement. Include the following categories, if applicable:

- Condition of housing facilities;
- Quality of food and dining services;
- Condition of meeting facilities;
- Quality of host country faculty and teachers;
- Quality of other host country counterparts;
- Quality and value of interaction with other program participants;
- Quality of service provided by host country administering agencies;
- Time scheduling and itinerary;
- Pacing of itinerary; and
- Ability to meet the special needs of participants.

* **Required Fields**

Exemplary activities: * (limit 4,000 characters and spaces)

Areas for improvement: * (limit 4,000 characters and spaces)

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